

**HADRIAN LEARNING TRUST
MINUTES FOR MEETING OF BOARD OF TRUSTEES**

Date of Meeting	Thursday 3 March 2022 at 5.30pm, QEHS Conference Room 1
Present	David Hartland (DH, Chair), Sarah Kemp (SK, Vice Chair), Kate Chaplin (KCh), Veryan Johnston (VJ), Tony Brown (TB), Kim Cowie (KCo) Graeme Atkins (GA, Executive Headteacher)
Also in attendance	Neil Seaton (NS, HoS QE), Liam Watters (LW, HoS HMS), Fiona Snook (FS, Clerk)
Apologies	Barbara Hignett, Jonathon Holmes and Patrick Ferguson

PART 1 (CLASSIFIED NON-CONFIDENTIAL)

		Action
1.	Apologies Barbara Hignett, Jonathon Holmes and Patrick Ferguson.	
2.	Declaration of pecuniary, business or personal interests None	
3.	<p>Minutes of meetings The minutes of the following meeting were agreed as a true record:</p> <ul style="list-style-type: none"> Hadrian Learning Trust Board – 27 January 2022 – Part 1 <p>Matters arising</p> <ul style="list-style-type: none"> Guest of honour: The Secretary of State for Education, the Right Hon Nadhim Zahawi, has confirmed that he will visit the schools on Thursday 9th June. It is hoped that this will include cutting of the ribbon, meeting students, a tour, and a Q&A session or speech. GA is liaising with the relevant people and will update on developments. Road safety update: Highways have visited and viewed the morning traffic arrangements but have not yet seen the afternoon arrangements. At the time of the meeting this was being arranged, to be followed by a review meeting to discuss findings. GA has been in contact with Active Travel Tynedale. They are promoting a 'Safe Streets' initiative which may be part of the solution. The schools' position is that this needs to be considered in the round by the Highways team when they undertake the full review, as indicated by David Laux, Head of Technical Services at NCC, in his response to GA's letter. New Admissions Policy: FS has sent this to NCC for September 2023 starts and this will be on the website before the deadline of the 15th March. 	<p>GA</p> <p>GA</p>
4.	<p>Trustee recruitment KCo was welcomed. Also, Trustees welcomed the fact that VJ and KCh would like to continue as Trustees following the end of their original term. FS to arrange formal re-appointment.</p> <p>A new member, Diane Harris, has been recruited. Di was a former student, teacher and senior leader at QE and both DH and GA are pleased with this appointment. This appointment boosts the panel of Members to four independent Members plus the Chair and Vice Chair of Trustees.</p>	FS
5.	<p>Meeting schedule A proposed meeting schedule had been circulated, in which it is suggested that Trust Board meetings move to half-termly rather than monthly. There was an acknowledgement that in recent years there have been significant changes to discuss but many of these have drawn or are drawing to a close. DH explained that much of the work of the Board is covered in the committees. DH advised that there can be ad hoc single-agenda item</p>	

	meetings as required. KCh welcomed the reduction in meetings and suggested it may help to reduce staff workload. DH suggested that the reduced meeting calendar may make it easier for trustees to attend a higher proportion of meetings. The Board agreed. DH to liaise with FS/GA on dates for the 2022/23 academic year meeting schedule.	DH/GA/FS
6.	<p>Articles of association</p> <p>The DfE has updated their Articles of Association. There is no requirement for HLT to update their own as a result of this, however Members were keen that they be considered. DH explained that various items in the suggested changes are already incorporated in the HLT Articles of Association. KCh suggested that HLT changes are made when there is a requirement to do so rather than now. DH and the board agreed.</p>	
7.	<p>School updates</p> <p>QE NS provided an update on Sixth Form Economics.</p> <p><i>Assessments</i> Y10 and Y11 have undertaken mock examinations. Y13 about to start. Owing to potential Covid-related changes, there is a requirement for shadow papers to be sat in an official 'shadow mock' week so that these can be used in evidence if required.</p> <p>QE staff are concerned about Y11 and Y13 going into external exams after two years of disrupted education. Y13 in particular cause concern because they did not sit external GCSE exams. Andy Hedley, Associate Assistant Headteacher, is working with these students and has arranged workshops for both Y12 and Y13 to discuss anxiety, managing exams and stress. These will take place on different days over several weeks rather than one full day off-timetable. Y11 have been much more confident in their second set of mock examinations compared to the first.</p> <p><i>Progression</i> Y11 have made their choices for Y12. NS will feed back about staffing models when numbers have been collated.</p> <p>Y9 students are being interviewed currently to discuss Y10 options.</p> <p><i>Student Support</i> Two Higher Level Teaching Assistants have been recruited in English for students who require intervention. These HLTAs can also help with wider literacy skills development.</p> <p>Easter revision classes are being set up. These will be part-funded by Covid recovery money as long as a threshold (60%) of DP students attend. After the Easter holidays, the curriculum will have been covered and so some students can be removed from certain lessons to focus on subjects where they need more support. The National Tutoring Programme will also provide this tutoring if suitable tutors can be found and are willing to come into school. The senior leader who oversees tutoring is trying to arrange for tutors in science, MFL, history and geography to help those students who require it.</p> <p><i>Recruitment</i> Two English HLTAs as above. There is increased admin support for attendance. A full-time behaviour support worker has been appointed. Interviews took place for a school nurse but without a successful appointment so this post will be re-advertised.</p> <p><i>Wider Life</i></p> <ul style="list-style-type: none"> • The Spring Concert will take place on Tuesday 5th April at 6pm. • Lego Engineering students will represent England in the world final. • Celebration evening has been recorded and will be conducted online. 	

- This week focused on Women in Science.
- Staff are looking at activities for Red Nose Day.
- NS and LW are looking at ways to fundraise for the Ukraine.
- Wednesday 2nd March was a memorial day for Chris Scott organised by the PE department, which centred on an afternoon to celebrate Chris's life and included sports, a pizza van and cake stalls. Chris's family attended. There was a one-minute silence in both schools at 2pm. Although it was a difficult day for the school community, it was a positive day.

DH asked about mock examinations in the halls and how long this prevented the sports facilities from being used. NS explained that sports facilities could still be used.

DH asked about reports of some vandalism. NS provided an update, explaining internal CCTV, for which the school are in the process of collating quotes, would help.

SK asked about the Covid numbers in school and both NS and GA explained that case numbers have diminished significantly in recent weeks and very few students are now absent owing to this. NS advised that Covid regulations are presenting challenges for the forthcoming German exchange that Sarah Sparke and the CL of MFL are trying to resolve.

HMS

LW explained that he has reignited curriculum planning work with Partnership schools. Each school in the partnership has been involved in the reading framework. This framework will align the reading practice across first schools and into middle school. HMS are placing increasing emphasis on developing pupils' reading capabilities and strengthening core literacy skills.

Geography and History are being developed with Curriculum Adviser Julie McGrane. This relates not just to the content and when it is delivered but the procedures and concepts taught in first school and how they feed into middle school and beyond. Ten schools have signed up for a CPD course hosted at HMS.

HMS and QE are working hard on long term curriculum planning and sequencing across Key Stage 3. The emphasis is on continuity to ensure it is a three year journey and not a 'two + one' year journey with a disjoint between middle and high school. The target is for the draft to be finished at the end of this academic year.

The HMS Monitoring committee had feedback on the Y6 mock SATs. Reading has improved. Writing has been moderated across the year group and pupils in Y6 are making good progress. The team are working hard. There is another set of Y6 mock exams late March. Moving to the new building has involved a re-working of how the SATs are run from a logistical perspective, so this will be refined in the next set of mocks in readiness for the real exams in May.

The intervention programme is working well. This provides a comprehensive package for the academic as well as social, emotional and wellbeing support.

A Pupil Support Worker has been recruited to assist with social, emotional and mental support. This Pupil Support Worker was previously a Learning Support Assistant in HMS. She has set up a RESTORE room, which is a room for restorative practice. This can also be used for pupils to isolate and speak to the member of staff.

A new referral system has been set up for staff to request exam arrangements, disadvantaged pupil support, academic support, SEND support etc.

	<p>The Pastoral Team have set up a Trigger Point behaviour system. This ensures that no pupil is missed in the system. Certain numbers of S (negative) points trigger different levels – e.g. a parent meeting / tutor report / Pastoral Leader intervention / Assistant Headteacher input / Headteacher referral. As a result, LW now has a number (currently four) pupils reporting to him daily. This process recognises that behaviour happens for a reason and tries to ascertain what this reason is and how to change the source and/or outcome. SK asked how parents are responding and LW explained that feedback has been very good and it ensures that all parties are involved.</p> <p>The extra-curricular programme is in place and well attended. There is a new ally group for LGBTQ+.</p> <p>The SEND review continues and Karl Barry and Fiona Adams, SENCO and Assistant SENCO, are visiting classrooms to see how the plans are being implemented.</p> <p>As in the High School, Covid numbers are now very low and only single-digit numbers of pupils are now absent each day owing to Covid.</p> <p>There have been a range of extracurricular events in school, and many coming up. These include STEM events, road safety workshops, sports fixtures, World Book Day, author visits, theatre visits and languages engagements. Easter discos will take place towards the end of this term. There are no international visits this year but each year group will have a UK residential trip.</p> <p>The admissions process has started for Y5 and there has been a notable increase in numbers seeking places.</p>	
<p>8.</p>	<p>New build update</p> <p>GA advised on progress made since the last meeting. Tarmacking has been done, including on the HMS MUGA, which now awaits a safe access route. Addressing snagging remains ongoing. The landscaping is progressing and the courtyard looks good following planting. The demolition has experienced some delay but we are being told that the handover of the bus/coach park should still be on time (29 April). The Sixth Form Servery still hasn't been handed over which continues to put pressure on service in main dining, although this is manageable.</p> <p>GA advised that the storm at the end of the last half term led to further flooding. The Lead Local Flood Authority at NCC is involved and liaising with the relevant parties.</p> <p>Concerns have been raised about lighting from the car park, which NCC and GT are looking into.</p> <p>DH asked about snagging in other areas, such as the Sports Hall. GA provided an update and advised that the Clerk of Works was due to report back more fully to the team.</p> <p>We have raised concerns about the specification of paint used in circulation spaces – this is now with the contractor and if required they will re-do with the correct paint.</p>	
<p>9.</p>	<p>Stakeholder engagement</p> <ul style="list-style-type: none"> • GA advised that he had presented at a Rotarians' meeting and dinner and this had gone well. • Former Head of School, James Andriot, visited and was very positive about the new building. • There is a meeting with the Hydro Neighbourhood Group on the 14th March. • The schools are engaged with Active Travel Tynedale to discuss safe travel. • A group of former students from the late 1990s/early 2000s are soon to visit to see the new facilities. 	

	<ul style="list-style-type: none"> The building's architect is also due to visit. FS provided a brief update – the building has been nominated for an internal award at the architect's practice so the architect has visited to take some pictures in support of the award. The architect also hopes to nominate for some external architect awards, for which they will send a photographer. <p>SK asked about the Queen's Jubilee celebrations. GA advised that the Rotarians are hosting an event at the abbey and Pete Seago is in contact with them about students being involved. LW is to meet the PTA to discuss ideas about activities involving HMS pupils.</p> <p>DH noted that some QEHS students are involved in the Tyne Valley Film Festival.</p>	
10.	Urgent business with agreement of Chair None	

Close and confirm date of next meeting: The date of the next meeting is Thursday 7 April 2022. Part 1 begins at 6pm.

_____ **Chair**

_____ **Date**